



February 12, 2014

Item No. 5

**AUTHORIZATION TO ENTER INTO FOUR CONTRACTS FOR AUTHORITY-WIDE ENVIRONMENTAL CONSULTING SERVICES**

**To the Honorable Board of Commissioners:**

**RECOMMENDATION**

It is recommended that the Board of Commissioners authorize the Chief Executive Officer ("CEO") or his designee to enter into four (4) master competitive task order based contracts (technically known as Indefinite Delivery Indefinite Quantity contracts) with Carnow Conibear and Associates, Ltd., Environmental Design International, GSG Consultants, Inc. and Terracon Consultants, Inc. in an amount not-to-exceed \$1,000,000 each for a two (2) year base term and two (2) one-year options, for Authority-wide Environmental Consulting ("EC") services in connection with modernization, rehabilitation, new construction, demolition, capital maintenance, and due diligence for unit acquisition activities and disposition on an Authority-wide basis. Each contract will have a guaranteed minimum of \$50,000. The total aggregate amount of the 4 contracts will be an amount not-to exceed \$4,000,000.

The Interim Acting Vice President of the Capital Construction Department ("CCD"), the Interim Acting Executive Vice President of the Office of Development Management ("ODM"), the Office of the General Counsel, and the Department of Procurement and Contracts ("DPC") have completed all necessary due diligence to support the submission of this initiative and recommend the approval of this item accordingly.

**CORPORATE GOAL:** Ensure that the Chicago Housing Authority's portfolio is safe, decent and sustainable.

**FUNDING:** General Fund - FY2014 – FY2015

**SOLICITATION SUMMARY:**

**Contract Type:** Environmental Consulting Services

**Solicitation Release Date:** October 17, 2013

**Contract Amount:**

**Days Advertised:** 22 days

NTE amount per contract: \$ 1,000,000

**Aggregate NTE amount – 4 contracts:**

\$4,000,000

**Base Contract Period:** two (2) years

**Addendums:** October 31, 2013

**Option Period:** two (1) one-year options

**Pre-Proposal Meeting Date:** October 24, 2013

**Publications:** Chicago Sun-Times, Defender, Extra, CHA website, BuySpeed

**Solicitation Due Date:** November 12, 2013

**Vendor List:** 231

**Assist Agencies:** 66

**Pick-Up List:** 94

**Number of Proposals Received:** 7

## **VENDORS**

<b>VENDOR</b>	<b>CONTACT</b>	<b>ADDRESS</b>
Carnow Conibear and Associates, Ltd.	David Kedrowski	600 W. Van Buren St., Suite 500 Chicago, IL 60607
Environmental Design International	John Geiger	33 West Monroe, Suite 1825 Chicago, IL 60604
GSG Consultants, Inc.	Arturo Saenz	855 West Adams, Suite 200 Chicago, Illinois 60607
Terracon Consultants, Inc.	Richard O'Brien	650 West Lake Street, Suite 420 Chicago, IL 60661

## **COMPLIANCE**

M/W/DBE and Section 3 participation: As a Task Order Contract, the MBE/WBE/DBE and Section 3 opportunities will be met on each Task Order, based on the total dollar value. Compliance affidavits are on file for each vendor.

## **GENERAL BACKGROUND /EXPLANATION**

The CHA requires EC services for 2014 through 2018 to satisfy CHA's need for environmental compliance requirements for construction, capital maintenance and environmental due diligence projects to comply with environmental and related federal (including HUD) State and local laws, regulations, ordinances and guidelines,. The current EC contracts will terminate March 31, 2014. These EC services have been customarily performed by environmental consultants since the passage of applicable environmental laws and regulations in the mid-1970s.

The 4 recommended firms' proposals, which were evaluated and scored both on the business technical factors and price, received the highest scores out of the 7 proposals received and were determined to be in the competitive range after which best and final pricing was requested. Three of the recommended firms, Carnow Conibear and Associates, Ltd., Environmental Design International and GSG Consultants, Inc. are currently under contract to provide EC services, and CCD and ODM have had a positive experience with these three firms, who have provided EC services for CHA in a timely, professional and cost effective manner. Although the CHA has not previously worked with Terracon Consultants Inc., their references and the recommendations received from other City agencies, along with their proposal's score justify that they be included as one of the recommended respondents for contract award.

Based on the foregoing, it is in the CHA's best interest to award 4 competitive task order based contracts for Authority-wide Environmental Consulting services with Carnow Conibear and Associates, Ltd., Environmental Design International, GSG Consultants, Inc. and Terracon Consultants, Inc. in an amount not-to-exceed \$1,000,000 each for a two year base term and two, one-year option. Each contract will have a guaranteed minimum of \$50,000. The total aggregate amount of the four (4) contracts will be \$4,000,000.

The Board action recommended in this item complies in all material respects with all applicable Chicago Housing Authority Board policies and all applicable federal (HUD) procurement laws.

The Chief Housing Officer, the Interim Acting Director of the Capital Construction Department and the Interim Acting Vice President of the Capital Construction Department concur with the recommendation to enter into these four (4) contracts for Authority-wide environmental consulting services at various Chicago Housing Authority locations.

The CEO recommends the award of 4 master competitive task order based contracts in an amount not-to-exceed \$1,000,000 for a 2 year base term and two, 1-year options, with each contract having a minimum guaranty of \$50,000.

**RESOLUTION NO. 2014-CHA-18**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated February 12, 2014 entitled "AUTHORIZATION TO ENTER INTO FOUR (4) CONTRACTS FOR AUTHORITY-WIDE ENVIRONMENTAL CONSULTING SERVICES";

**THEREFORE, BE IT RESOLVED BY THE CHICAGO HOUSING AUTHORITY**

**THAT** the Board of Commissioners Board of Commissioners authorize the Chief Executive Officer ("CEO") or his designee to enter into four (4) master competitive task order based contracts (technically known as Indefinite delivery Indefinite Quantity contracts) for Authority-wide Environmental Consulting services with Carnow Conibear and Associates, Ltd., Environmental Design International, GSG Consultants, Inc. and Terracon Consultants, Inc. in an amount not-to-exceed \$1,000,000 for a two (2) year term and two (2) one-year options, with each contract having a minimum guaranty of \$50,000. The total aggregate not-to-exceed amount of the 4 contracts will be \$4,000,000.

This award is subject to the Contractor's compliance with the CHA's MBE/WBE/DBE, Section 3, and insurance requirements.



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